



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE CITY MAYOR
CITY OF DAVAO

EXECUTIVE ORDER NO. 18
Series of 2024

AN ORDER CREATING A COMMITTEE ON AWARDS FOR THE DISPOSAL OR IMPROVEMENTS OF DAVAO CITY'S UNSERVICEABLE SUPPLIES AND PROPERTIES, INCLUDING REAL PROPERTIES, IDENTIFYING ITS MEMBERS, THEIR DUTIES AND RESPONSIBILITIES AND FOR OTHER PURPOSES

WHEREAS, Section 364 of Republic Act No. 7160, otherwise known as the "Local Government Code of 1991", provides that there shall be in every province, city or municipality a Committee on Awards to decide the winning bids and questions of awards on procurement and disposal of property;

WHEREAS, the City Government of Davao is committed to ensuring that the City's real properties are properly accounted for, inspected, and appraised, and that the improvement or disposal of such are in accordance with the governing rules and regulations set by different governing agencies pursuant to Section 364 of the Local Government Code;

WHEREAS, the City Government of Davao recognizes its role as steward of the City's properties and resources and intends to optimize such resources, particularly by liquidating unserviceable assets, thereby avoiding continuing inventory costs and augmenting the City's funds for other priority projects;

WHEREAS, there is a clamor for the review of the list of properties foreclosed by the City to determine their value and serviceability, such as residential properties, and to enact policies relative to their disposal if deemed more beneficial for the City;

WHEREAS, it is necessary for the City to clearly provide the guidelines and procedures for the disposal of the City's real properties or improvements if the need arises;

NOW, THEREFORE, I, SEBASTIAN Z. DUTERTE, Mayor of the City of Davao, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. CREATION OF A COMMITTEE ON AWARDS FOR THE DISPOSAL OR IMPROVEMENTS OF DAVAO CITY'S UNSERVICEABLE SUPPLIES AND PROPERTIES, INCLUDING REAL PROPERTIES. There is hereby created a Committee on Awards for the Disposal or Improvements of Davao City's Unserviceable Supplies and Properties, including Real Properties.

SECTION 2. COMPOSITION. The Committee on Awards for the Disposal or Improvements of Davao City's Unserviceable Supplies and Properties, including Real Properties, shall be composed of the following:

Page 1 of 3

Chairperson: City Mayor or in his absence, the City Administrator

Members:

- City Treasurer's Office
- City Accountant's Office
- City Budget Office
- City Assessor's Office
- City General Services Office

Seasonal Members:

- Sangguniang Panlungsod (SP) Representative – Chairperson of Committee on City-Owned Real Properties
- Concerned Department Head or Chief of Office

The Sangguniang Panlungsod Representative, shall sit as a member of the Committee in case any of the regular members would sit in a dual capacity as requisitioner and Committee member.

The Department Head/Chief of Office shall also sit as a member in the deliberation and questions on awards for items concerning their department due for disposal of the City.

Alternates – The members of the Committee on Awards for the Disposal or Improvements of Davao City's Unserviceable Supplies and Properties, including Real Properties, are hereby directed to name their respective permanent alternate representatives who shall take their place in case of their absence.

SECTION 3. SECRETARIAT. The General Services Office (GSO) shall serve as the Secretariat, tasked to handle all administrative and secretarial activities.

SECTION 4. RESPONSIBILITIES. The Committee on Awards for the Disposal or Improvements of Davao City's Unserviceable Supplies and Properties, including Real Properties, shall exercise the following responsibilities, to wit:

1. Attend all meetings called for by the Committee;
2. Cast a vote and decide on the winning bids and questions of awards on the disposal of supplies or property;
3. Enact policies for the disposal or improvements of City's supplies or properties, including real properties;
4. Conduct technical data gathering, including appraisal, and obtain supporting information from requesting offices;
5. Ensure that the bidding process is conducted in compliance with mandated guidelines and requirements; and,
6. Perform such other functions as may be necessary, or as may be directed by the City Mayor.

EO NO. 18 s. 2024 – AN ORDER CREATING A COMMITTEE ON AWARDS FOR THE DISPOSAL OR IMPROVEMENTS OF DAVAO CITY'S UNSERVICEABLE SUPPLIES AND PROPERTIES, INCLUDING REAL PROPERTIES, IDENTIFYING ITS MEMBERS, THEIR DUTIES AND RESPONSIBILITIES AND OTHER PURPOSES

SECTION 5. MEETINGS. The Committee shall hold at least one (1) regular meeting every month and as often as may be necessary for special or urgent purposes.

The meetings of the Committee shall be conducted with transparency and shall be open to the public.

SECTION 6. QUORUM. Two-thirds (2/3) of the members of the Committee on Awards shall constitute a quorum to do business.

SECTION 7. PROCEDURAL GUIDELINES. The Committee may formulate its own procedural guidelines, subject to the approval of the City Mayor, to provide a framework as to the extent of its responsibilities and accountability.

SECTION 8. FUNDING/OPERATING COSTS. All costs pertaining to the operation of the Committee on Awards for the Disposal or Improvements of the City of Davao's Unserviceable Supplies and Properties, including Real Properties shall be taken from the available funds of the City Government of Davao, subject to the usual accounting and auditing rules and regulations.

SECTION 9. SEPARABILITY CLAUSE. If any part or provision of this Executive Order shall be declared invalid, the other portions or provisions hereof which are not affected thereby shall continue in full force and effect.

SECTION 10. REPEALING CLAUSE. All other orders or parts thereof which are inconsistent with the provisions of the Executive Order are hereby repealed or modified accordingly.

SECTION 11. EFFECTIVITY. This Executive Order shall take effect immediately and shall remain effective unless sooner revoked or modified.

Done in the City of Davao, Philippines on MAY 17 2024.

Attested by:

ATTY. FRANCIS MARK H. LAYOG
Acting City Administrator

